ICD-10: Where do I start?

1) Know who in your office is coordinating or managing your ICD-10 implementation activities.

2) Watch MDCH ICD-10 webcast, "ICD-10 Implementation: "Get Ready", at http://www.michigan.gov/mdch/0,1607,7-132-2945_42542_42543_42546_42552_42696-256928--,00.html

3) Review the CMS suggested implementation timelines at http://www.cms.gov/Medicare/Coding/ICD10/ProviderResources.html

4) Begin looking at top ICD-09 codes used. Using the GEM viewer tool at http://icdgemviewer.mihealth.org/ walk your top ICD-09 codes to ICD-10 and back to start understanding the impact of the new code set implementation.

5) Look at clinical documentation currently being used and determine if it would meet the needed level of specificity for ICD-10 clinical documentation requirements. Start a dialogue with your doctors/providers about the necessary changes to their documentation.

6) Start reviewing your policies and procedures to see which ones involve diagnosis codes that may need to be updated upon implementation.

7) Start reviewing forms used in your office that may need to be updated upon implementation. Some examples of office forms that may need changes are: Advanced Beneficiary Notification (ABN), Flow Sheet (Super-bill, Checkout form), Referral form, Consult Letter template, HIPAA Notification form, Lab orders, Radiology orders, DME orders, Nursing notes.

8) Start evaluating staff to understand what areas they will need to be trained on before ICD-10 is implemented.

9) Look into what will be changing with Health Plans once IDC-10 is implemented.

10) Start looking into possible post-implementation issues that you may have to deal with.